



CMR COLLEGE OF ENGINEERING & TECHNOLOGY

(UGC AUTONOMOUS)

Kandlakoya (V), Medchal Road, Hyderabad -501401

CMRCET/IQAC/AY2015-16/2

Date: 12th Nov 2015

To
Chairman, IQAC
CMR College of Engineering & Technology,
Medchal, Hyderabad.

Sub: Permission to conduct IQAC Meeting in CMRCET-Reg.

Ref: Office Order No. CMRCET/PRIN/IQAC/2014-15, dated: 02nd April 2014.

Sir,

With reference to the subject cited above, IQAC Meeting is planned to be conducted on 20/11/2015 at 02:00 PM to discuss on the following agenda points. Hence, it is requested to accord permission for the same.

Agenda:

1. Review of previous strategic perspective plan and implementation
2. To conduct extracurricular and co-curricular activities in this AY: 2015-16
3. Conducting Workshops/Guest Lectures/FDPs/Conferences/Sports Activities
4. Technical Skill Trainings to Students for Placements
5. To implement Mentor Mentee System
6. To conduct Academic Council and Board of Studies meetings for the curriculum design (R-15 Regulation & Implementation of CBCS).
7. To conduct soft skill training for UG Students
8. Research Activities to all the faculty members
9. To conduct parent teachers meeting
10. Signing of MOAs/MOUs with Industries/NGOs/Research Institutions
11. Laboratory equipments and library procurements
12. Action Taken Report on previous meeting agenda points
13. Any other matter with the permission of the Chair.

Thanking you,

Yours faithfully,

Mr. A. Kotishwar
Coordinator, IQAC



CMR COLLEGE OF ENGINEERING & TECHNOLOGY

(UGC AUTONOMOUS)

Kandlakoya (V), Medchal Road, Hyderabad -501401

CMRCET/IQAC/AY2015-16/CIR-2

Date: 17th Nov 2015

CIRCULAR

It is hereby informed to all the members of the IQAC are requested to attend the IQAC Meeting scheduled on 20/11/2015 at 02:00 PM in IQAC Cell. All are requested to attend the meeting on time.

Agenda:

1. Review of previous strategic perspective plan and implementation
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12. Action Taken Report on previous meeting agenda points
13. Any other matter with the permission of the Chair.

Coordinator, IQAC

Principal

Copy Submitted to: (1) The Secretary Garu – For your kind information Pl.

Copy to:

1. Deans
2. Heads of all the Departments
3. Controller of Examinations
4. Members Concerned
5. Librarian
6. Administrative Officer
7. Accounts Officer
8. Physical Director

CMRCET/IQAC/AY2015-16/Minutes-2

Date 23rd Nov 2015

MINUTES OF MEETING OF IQAC FOR AY: 2015-16

Meeting Circular/Reference:	CMRCET/IQAC/AY2015-16/CIR-2, Dated: 17 th Nov 2015
Date of the Meeting:	20 th Nov 2015
Time:	02:00PM- 04:00PM
Venue:	IQAC Cell

The following were present:

S. No.	Member	Name	Designation
1	Member Management	Sri. Ch. Gopal Reddy	Secretary & Correspondent
2	Member Management	Sri. Ch. Srisailam Reddy	Member MGR Society
3	Chairman	Dr. M. Ramalinga Reddy	Principal
4	Member Teacher	Prof. M. Sudhakar	Dean (P&D)
5	Member Teacher	Dr. V. Chandrasekhar	Dean (R&D)
6	Member Teacher	Dr. V.A. Narayana	Dean (Academics)
7	Member Teacher	Dr. M. Narsi Reddy	Controller of Examinations
8	Member Teacher	Prof. K. Suresh	HOD (CE)
9	Member Admin	Mr. P. M. M. Reddy	Administrative Officer
10	Member Teacher	Prof. G. Devadas	HOD (EEE)
11	Member Teacher	Mrs. P. Sruthi	Women Faculty
12	Member Alumni	Mr. M. Vedachary	Nominee
13	Member Industry	Mr. I. Arun Kumar	Nominee
14	Member Industry	Mr. T. Brahmananda Reddy	Nominee
15	Member Local Community	Mr. Subba Reddy	Nominee
16	Member Student	Ms. V. Harini (12H51A0158)	Nominee
17	Member Student	Mr. Jatin Selmokar (12H51A0317)	Nominee
18	Coordinator	Prof. A. Kotishwar	HOD (MBA)

Members Absent

S. No.	Member	Name	Designation
1	Member Teacher	Prof. B. Lokeshwar Rao	HOD (ECE)
2	Member Alumni	Mr. Sai Pawan	Nominee
3	Member Parent	Mr. V. S. V. Krishna Mohan	Nominee

Proceedings of the Meeting:

Chairman IQAC invited all the members of IQAC to this meeting and the following points were discussed in the meeting.


- Item 1:** Review of previous strategic perspective plan and implementation
Resolution: Reviewed the previous strategic perspective plan and implementation.
- Item 2:** To conduct extracurricular and co-curricular activities in this AY: 2015-16
Resolution: The perspective plan of extracurricular and co-curricular activities from various committees have been received and discussed in detail. The final strategic perspective plan has been prepared and approved.
- Item 3:** Conducting Workshops/Guest Lectures/FDPs/Conferences/Sports Activities
Resolution: Decision taken to conduct Engineering Workshops/Guest Lectures /FDPs /Conferences/Sports Activities.
- Item 4:** Technical skill trainings to students for placements
Resolution: Decision taken to initiate and conduct the technical skill trainings to students for placements.
- Item 5:** To implement Mentor Mentee System
Resolution: It is decided to implement the mentor mentee system in all the departments of the institution
- Item 6:** To conduct Academic Council and Board of Studies meetings for the curriculum design (R-15 Regulation & Implementation of CBCS).
Resolution: It is approved to conduct Academic Council and Board of Studies meeting for the curriculum design (R-15 Regulation & Implementation of CBCS).
- Item 7:** To conduct soft skills training for all the UG Students
Resolution: Decision taken to conduct soft skills training for all the UG Students.
- Item 8:** Research Activities to all the faculty members
Resolution: Decided to initiate various research activities in all the departments.
- Item 9:** To conduct parent teachers meeting
Resolution: Decided to conduct regular parent teachers meeting to all the programmes.
- Item 10:** Signing of MOAs/MOUs with Industries/NGOs/Research Institutions
Resolution: Decision taken to make Memorandum of Associations/Memorandum of Understandings with various Industries/NGOs/Research organizations.
- Item 11:** Laboratory equipments and library procurements
Resolution: It is decided to take laboratory equipments and library procurements from all the laboratories & library and approved the same.

Item 12: ACTION TAKEN REPORT ON PREVIOUS MEETING AGENDA POINTS:

The following is the action/status of the various agenda points which were discussed in the last IQAC Meeting held on 06th June 2015 with Minutes of meetings reference no. CMRCET/IQAC/AY2015-16/Minutes-1, dated: 08th June 2015.

Sl. No.	Points Discussed	Action Taken	Status
1	Standard Operating Procedure (SOP) of IQAC has been approved.	Prepared	Implemented
2	The tentative perspective plans received from various departments has been examined and discussed in detail. The final institute strategic perspective plan has been prepared and approved.	Prepared	In progress
3	Tentative academic calendar for UG & PG have been received from various departments and discussed in detail and approved the same.	Prepared	Implemented
4	It has been decided and approved to conduct induction programmes to the newly joined faculty.	Organized	Completed
5	It has been decided and approved to conduct orientation programme for the first year students.	Organized	Completed
6	Time tables, lesson plans and course files received from various departments are discussed in detail and approved the same and proper guidelines have been issued.	Prepared	Implemented
7	The performance appraisal forms of Teaching and Non-Teaching staff are reviewed and approved and assessment may be taken at the end of the academic year.	Organized	To be Assessed at the end of academic year
8	Decided to carry out various community oriented activities.	Initiated	In Progress
9	Decision taken to make Memorandum of Associations/Memorandum of Understandings with various Industries/NGOs/Research organizations.	Initiated	In Progress
10	Decision taken to conduct various National/International Conferences / FDP / Guest Lectures /Workshops /Awareness programme during the AY 2015-16.	Organized	In Progress
11	Decided to redesign the College Website and approved the same.	Initiated	In progress
12	Decided to take an initiation to participate in various college ranking surveys.	Initiated	In progress
13	Decided to prepare AQAR for the AY 2014-15.	Prepared	Closed

The chairman thanked all the members for their valuable suggestions and the meeting ended.


 (Dr .M. Ramalinga Reddy)
Chairman, IQAC

Copy Submitted to: (1) The Secretary Garu – For your kind information Pl.

Copy to:

1. Deans
2. Heads of all the Departments
3. IQAC Members

IQAC MEETING HELD ON 20TH NOVEMBER 2015 AT 2.00 PM

The following members were present

S. No.	Member	Name	Designation	Signature
1	Member Management	Sri. Ch. Gopal Reddy	Secretary & Correspondent	<i>[Signature]</i>
2	Member Management	Sri. Ch. Srisailam Reddy	Member MGR Society	<i>[Signature]</i>
3	Chairman	Dr. M. Ramalinga Reddy	Principal	<i>[Signature]</i>
4	Member Teacher	Prof. M. Sudhakar	Dean (P&D)	<i>[Signature]</i>
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6	Member Teacher	Dr. V.A. Narayana	Dean (Academics)	<i>[Signature]</i>
7	Member Teacher	Dr. M. Narsi Reddy	Controller of Examinations	<i>[Signature]</i>
8	Member Teacher	Prof. K. Suresh	HOD (CE)	<i>[Signature]</i>
9	Member Teacher	Prof. B. Lokeshwar Rao	HOD (ECE)	ABSENT
10	Member Teacher	Prof. G. Devadas	HOD (EEE)	<i>[Signature]</i>
11	Member Admin	Mr. P. M. M. Reddy	Administrative Officer	<i>[Signature]</i>
12	Member Teacher	Mrs. P. Sruthi	Women Faculty	<i>[Signature]</i>
13	Member Alumni	Mr. M. Vedachary	Nominee	<i>[Signature]</i>
14	Member Alumni	Mr. Sai Pawan	Nominee	ABSENT
15	Member Industry	Mr. I. Arun Kumar	Nominee	<i>[Signature]</i>
16	Member Industry	Mr. T. Brahmananda Reddy	Nominee	<i>[Signature]</i>
17	Member Parent	Mr. V. S. V. Krishna Mohan	Nominee	ABSENT
18	Member Local Community	Mr. Subba Reddy	Nominee	<i>[Signature]</i>
19	Member Student	Ms. V. Harini (12H51A0158)	Nominee	<i>[Signature]</i>
20	Member Student	Mr. Jatin Selmokar (12H51A0317)	Nominee	<i>[Signature]</i>
21	Coordinator	Prof. A. Kotishwar	HOD (MBA)	<i>[Signature]</i>